

Outside Instructor/Agency LEOSA Certification Card Availability

The Washington State Criminal Justice Training Commission is pleased to provide annual LEOSA certification cards with a photo to all retired law enforcement that successfully complete a LEOSA qualification, whether the certification is taken at the WSCJTC in Burien, WA, or at an outside agency or range.

The cards will be issued if the LEOSA certification is proctored by a law enforcement Firearms Instructor that has successfully completed a WSCJTC Handgun Instructor Level 1 class (2011), or a WSCJTC Handgun Instructor Update (2015) within the past three years.

Cards will be issued if the LEOSA certification is proctored by a WSCJTC Private Security Certified Firearms Instructor pursuant to WAC 139-37 and is currently an active instructor with the WSCJTC.

An individual may submit for a WSCJTC issued LEOSA card by doing the following:

1. Provide a copy of LEOSA Qualification Test Sheet with all boxes completed.
2. Provide a copy of the WSCJTC LEOSA Application Form.
3. Provide a passport photo for ID card.
4. Include a payment of **\$50 for initial LEOSA card processing** made out by check or money order to *WSCJTC-LEOSA Certification*.
 - a. **\$25 for annual LEOSA renewal processing**. Submit a copy of qualification test sheet, completed application form, and payment prior to card expiration.
5. Mail to WSCJTC Fiscal, PO Box 40905, Olympia, WA 98504.

Retired law enforcement can call their local police department or sheriff's office for LEOSA certifications, take training at WSCJTC by reviewing the certification opportunity schedule, or contact a WSCJTC PS Certified Firearms Instructor using the PS Certified Firearms Instructor Directory found at

http://www.cjtc.state.wa.us/index.php?option=com_content&view=article&id=148&Itemid=66

Please note: if taking certification at the WSCJTC, the card is included in the certification cost of \$100 to cover processing, range, and instructor fees.

Questions? Comments? Email citregistrar@cjtc.state.wa.us